

TOWN OF GRANBY

MEMORANDUM

DATE: February 13, 2012

TO: Karen I. Hazen, Town Clerk

FROM: William F. Smith, Jr., Town Manager

REGARDING: *NOTICE* – Special Board of Finance Meeting

Chairman Michael Guarco has called for a Special Meeting of the Board of Finance. The meeting will be held on **Monday, February 13, 2012 at 7:30 p.m. in the Senior Center Community Room, 15 North Granby Road, Granby, CT.**

MEETING AGENDA

BUSINESS

1. Approve Minutes from Previous Meetings
2. Statement of Accounts
3. Discussion and Consideration of Establishing Operation Budget Guidelines for FY 2012-13
4. Board of Finance Member Designation for Budget Workshops
5. Confirm Date of Next Meeting
6. Adjournment

Distribution: Town Clerk, BOF, Town Manager, Recording Secretary, Finance Officer, Supt. of Schools, BOE Bus. Mgr., Public Works Director, Library, Press